

**HONORABLE PETER J. WALSH**

---

—  
The Local Rules for the United States Bankruptcy Court for the District of Delaware, website ECF Chambers Procedures for the United States Bankruptcy Court for the District of Delaware (effective 10/5/01), and these procedures will govern all procedural aspects of cases assigned to Chief Judge Walsh.

**TELEPHONIC APPEARANCES**

- Parties who are unable to attend a hearing, may request telephonic participation by using the following procedure:
  - make the request in writing by FAX directly to Chambers (fax: 302-573-6210) **at least 24 hours prior to the scheduled hearing time** (pursuant to Local Rule 9013-1(h));
  - request should include who the parties are, where they are from, who do they represent and what issue on the agenda relates to them and reason for telephonic appearance;
  - copy of the request must be faxed to Debtor's counsel.

Parties will be contacted by Chambers the day before the hearing and given the number to call in 10 minutes prior to the scheduled hearing time.

For operator-assisted calls involving more than one party, the operator must call Chambers 10 minutes before the scheduled hearing time with all the parties on the line. Any party who has not called in on time will not be permitted to participate. Therefore, the parties must call the dial in number at least 15 minutes prior to the scheduled hearing time.

**PLEADINGS**

- Any deliveries to Chambers must be made during normal business hours.
- All documents delivered to Chambers shall have the first page only of the Notice of Electronic Filing attached to each document and the docket number and date filed in the lower right corner of each document.
- All proposed Orders shall, in the caption, reference the motion and the docket number of the motion.
- Certificates of No Objection should be filed **no sooner than 48 hours after the objection deadline has passed**. This waiting period allows for any paper filing to be entered on the docket [revised 7/18/03].

**HEARING BINDERS**

- All pleadings must have the filing date and docket number in the lower right hand corner of the first page. (DO NOT ATTACH THE NOTICE OF ELECTRONIC FILING TO THE PLEADINGS IN THE HEARING BINDER).
- On the Notice of Agenda, include the filing date of each pleading that is listed.
- When sending over CNOs, please include all of the CNOs (with the referenced motion and other relevant documents) that relate to Motions scheduled for a specific date in ONE SEPARATE BINDER. (For example, all motions listed on the Notice of Agenda that are not going forward due to CNOs being filed should be placed in a separate hearing binder and sent over with the hearing binder.)
- Counsel presenting a matter at a hearing is to bring to the scheduled hearing, one unstapled copy of each proposed Order to be handed up for signature.
- All proposed Orders shall, in the caption, reference the motion and the docket number of the motion. The copy is to be the same as the proposed Order filed with the

Motion and in the hearing binder, unless counsel advises the Court that the Order has been revised and presents a blacklined copy showing the changes made.

- All Orders submitted following a hearing should be accompanied by a Certification of Counsel (see Local Rule 9013-1(j)) and filed.

#### **MATTERS NOT REQUIRING A HEARING**

- The following documents which seek Court approval without a hearing shall be delivered directly to Chambers immediately upon the filing of such. All documents shall have attached the first page only of the electronic notification of filing and the docket number in the lower right hand corner of the first page. If they are not delivered to Chambers, they will not be considered.
  - Motions for Admission Pro Hac Vice;
  - Motions to Shorten Notice;
  - Stipulations that do not require notice under Bankruptcy Rule 9019, along with any referenced motion;
  - Certifications of Counsel, along with the referenced motion, and other relevant documents.

**FEE APPLICATIONS**

If the case has adopted the Mariner administrative fee procedure, Certificates of No Objection to the monthly statements shall be filed but not delivered to Chambers.

**Please contact Chambers for a hearing date on all quarterly and final fee applications.**

- Quarterly Fee Applications
  - submit all monthly fee applications
- Final Fee Applications
  - all prior fee applications must be provided
  - must include a chart listing all professionals, fee periods, total fee and expenses, amount approved to date, amount outstanding with a sub-total for each professional and a grand total
  - if applications are approved, one omnibus order should be presented.